



سلسلة كتب الأستاذ

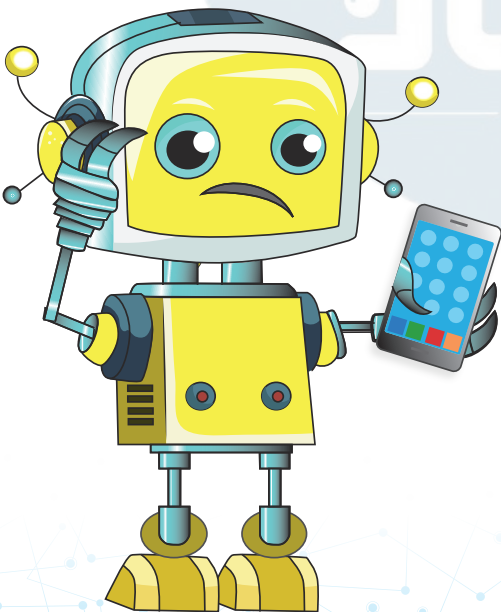
ICT

Monthly Revision of February and March

By

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سلسلة كتب الأستاذ



Second Term

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Lesson 1

- » Technology helps us do many things such as shopping, communication, and learning.
- » Creative people use **digital technology** tools to find real solutions and design useful applications and websites.
- » **Benefits of Digital tools:**
 - 1 They provide easy access to services such as an app to pay a bill.
 - 2 You can book tickets (of trains, airplanes, museums, and historical places) online.
 - 3 A wealth of information is available through sources like **EKB**.
 - 4 They help people communicate better, build good relationships, and solve problems.
- » Using technology in a **positive way** helps us become **successful** digital citizens.

Lesson 2

» Digital Citizen:

He is a person who uses technology and the Internet for example to study and play.

» Digital Citizenship:

It is the ability to use digital technology ethically, responsibly, and safely.

» Digital Footprint:

It is a record of what you do online, including the websites you visit, the photos you post, and the comments you write.

» Rights:

- 1 Right to protection
- 2 Right to express positively
- 3 Right to access the Internet safely

» Responsibilities:

- 1 Respecting Intellectual Property rights
- 2 Showing positive behavior online
- 3 Using Internet wisely



Piracy: It is copying or stealing a content (such as a story or a song) to be **shared** or **sold** to others.

Rules to Use the Internet Safely

- 1 Use strong passwords.
- 2 Monitor online screen time.
- 3 Credit sources from which you took the information.
- 4 Use updated software.

Lesson 3

Comparison	Synchronous Communication	Asynchronous Communication
Definition	- It is real-time communication. - Communication happens at the same time. - It involves instant responses.	- It does not necessarily occur at the same time. - It does not require an instant response.
Examples	- Video chats - Live TV shows - Instant chat rooms - Phone calls	E-mail

Uses of Synchronous / Asynchronous Communication

Synchronous Communication	Asynchronous Communication
• When you need an instant response. • When sharing information and files quickly. • When discussing school topic quickly	• When sending formal messages. • When sending important and large files • When you do not need an instant response

» Main Communication Tools:

- ① **Video Chats:** They allow direct (live) communication.

Tools needed: 1– A device with a camera and a microphone
2– A video chat app

- ② **Instant Messaging (IM):** You can send text, pictures, and videos that arrive instantly.

Tools needed: An instant messaging application

- ③ **Chat Rooms:** They allow you to communicate in a group and usually focus on one subject.

Tools needed: Mobile apps or web browsers

- ④ **Email:** This is used for formal or long messages.

Tools needed: An email app or web browser

- » **Mobile Application:** It is a program on your device that gives you direct access to different programs such as email, IM, social media, and video chats.

Lesson 4

① Video Chat

- It is like a virtual classroom.
- **To join a video chat:** click on the link and wait to be “let in”.
- Mute the microphone when someone else is talking to prevent noise.
- Be properly dressed and behave as if in a public place.
- Make sure no personal information or your home address is in your background.

2 Chat Rooms

- They usually focus on one particular subject.
- Anyone who has access to the chat room can read your messages.
- You should always be polite, helpful, and positive.

3 Instant Messaging (IM)

- It is an informal communication tool.
- You can use emojis and pictures in your messages.

4 Email

- It is used for formal situations.
- In the "To" field: Write the email address of the recipient.
- In the "Subject" line: Provide clear information on the topic/title of the email.
- Use correct grammar, be polite, and include greetings and endings.
- Ensure attachments are safe and accurate.

Lesson 5

1 Online Learning Environments

- They include applications such as Edmodo.
- They allow teachers and students to communicate, no matter where they are.
- Teachers can upload lessons, homework, and quizzes, and students can post their assignments.

2 Digital Learning Sources

- Egyptian Knowledge Bank (EKB):
It is a huge digital library in Egypt.
It provides articles and videos in all fields.
- Interactive Mapmaker:
It is a free tool for online mapping, data collection, and research using maps; it works on tablets and laptops.
- Vlaby : It is a platform designed for conducting scientific experiments in a safe, interactive virtual environment.

Lesson 6

» It is important to **plan** before starting to ensure your information is correct and reliable.

- 1 **Choose your topic:** set the goal, what you want to learn, and write notes while searching.
- 2 **Choose the types of sources:** such as text, audio, videos, and images.
- 3 **Evaluating the sources:** you should use reliable sources

» **Reliable Sources:**

- 1 They are written and verified by experts.
- 2 They are well-written, without spelling or grammar mistakes.

» **Unreliable Sources:**

- 1 They are full of opinions, errors, and lies.
- 2 They include Facebook, blogs, and Wiki pages.

Writing the Report

» Use an outline to present your information in a logical and organized way.

» The **outline** includes:

- 1 **Introduction:** It introduces the topic.
- 2 **Supporting Paragraphs:** They present the information you found.
- 3 **Conclusion:** It provides final thoughts about the information you provided.

February and March Model Exams

Model Exam

1

1 Put (✓) or (X):

- 1 You can use the ICT tools to find solutions to the daily problems ()
- 2 You cannot book planes tickets through the internet ()
- 3 The ICT tools help in booking tickets to visit the museum ()
- 4 Information is being more difficult to find cause of internet ()
- 5 ICT tools help in doing our daily tasks ()
- 6 Technology is always harmful for people and isn't useful ()
- 7 Technology makes paying bills more difficult. ()
- 8 Good communication helps people build good relationships. ()

2 Choose the correct answer:

- 1 Which of the following is considered digital tool?
a. printed book b. pencil
c. app in smart phone d. printed magazine
- 2 One of the following shows how technology facilitated travelling:
a. go to library
b. booking plans tickets through the internet
c. playing in garden
d. drawing in paper
- 3 How can a digital application help people?
a. to sing to them
b. to obtain help from the right organization
c. to buy clothes for them
d. To take them to school

- 4 One benefit of websites is
 - a. make information available for everyone
 - b. stop people from talking to each other
 - c. make the weather hot
 - d. make shopping harder
- 5 Which financial problem can be solved using digital applications?
 - a. difficulty cooking
 - b. difficulty paying bills
 - c. difficulty riding a bike
 - d. difficulty sleeping
- 6 What is meant by using the internet in safety way?
 - a. use weak password
 - b. visit any random site
 - c. used updated programs and strong password
 - d. wasting time
- 7 is the ability to use digital technology in an ethical, responsible and secure manner.
 - a. Digital library
 - b. Digital tools
 - c. Digital citizenship
 - d. Digital watch

Model Exam

2

1 Put (✓) or (X):

- 1 The footprint is all you do via the internet, and it must be positive. ()
- 2 If you upload your own designed video on the internet, one of your rights is to be protected from piracy. ()
- 3 Piracy means that you copy someone else's content to share or sell. ()
- 4 From your responsibilities that be sure about the content you see in the internet doesn't cause you stress. ()

- 5 What you do through the internet and leave a trace are digital footprint. ()
- 6 Respecting intellectual property rights is one of the most important responsibilities through the internet. ()
- 7 Digital citizenship is only knowing how to use a computer. ()
- 8 It is not important if you use a weak password as long as you do not share it. ()

2 Choose the correct answer:

- 1 When interacting with others online, you should:
- a. share your opinions in a rude way
 - b. ignore them
 - c. show positive behavior and be respectful
 - d. ask for their personal information
- 2 What should you do when you find information for your research?
- a. ignore the source
 - b. use it without asking
 - c. check, evaluate, and cite the sources you find
 - d. share it immediately
- 3 Which tool is required to conduct video chat?
- a. microphone only
 - b. a device with camera and microphone
 - c. fax device
 - d. paper and pen
- 4 The instant message is considered an example of:
- a. asynchronous communication
 - b. synchronous communication
 - c. official email
 - d. slow messaging

- # Model Exam

3

communication occurs in real time, w

- communication occurs in real time, w



2 Choose the correct answer:

- 1 What is the steps taken if you want to join a video chat?
 - a. directly entrance
 - b. leave the room
 - c. Click on the link and wait until you are allowed to enter
 - d. Close the camera directly
- 2 Where do you put the email address of the recipient who receives the email?
 - a. in subject line
 - b. in CC part
 - c. in the To part
 - d. at the end of the message
- 3 Instant messaging is considered a/an communication tool:
 - a. formal
 - b. Informal
 - c. Complicated
 - d. Slow
- 4 Which part should provide clear information about the content of the email?
 - a. The "To" box
 - b. The Subject line
 - c. The greeting
 - d. The message body
- 5 Which of the following is an example of online learning?
 - a. paint
 - b. Email
 - c. Edmodo
 - d. WhatsApp
- 6 What is the purpose of using Mapmaker Interactive?
 - a. Watching entertainment films
 - b. Making video calls
 - c. Online mapping and searching using data
 - d. Download math assignment
- 7 When looking for information online, you should always rely on sources.
 - a. fake
 - b. reliable
 - c. unknown
 - d. personal

Model Exam

4

1 Put (✓) or (X):

- 1 The Email must contain polite greetings and closing phrases. ()
- 2 It is important to mute the microphone when you don't speak during the video conversations. ()
- 3 The Email is appropriate to message your teacher or the school manager. ()
- 4 You can leave the camera open in video chat even if you wear unsuitable cloth. ()
- 5 You can use emojis and images in instant messages (IM). ()
- 6 In chat rooms, your messages are private so only receipts can see it. ()
- 7 EKB includes English sources only. ()
- 8 Vlaby is platform that help students to conduct an interactive experiment. ()

2 Choose the correct answer:

- 1 Online learning environments allow communication between teachers and students:
 - a. Only when they are in the same place
 - b. Regardless of where they are
 - c. Via landline phone
 - d. At specific times in the morning only
- 2 All of the following are reliable online learning sources EXCEPT
 - a. EKB
 - b. Vlaby
 - c. Edmodo
 - d. social media

- 3 What is the organized set of notes that helps you arrange your ideas for a report?
- a. Detailed report
 - b. Reliable source
 - c. Outline
 - d. Final conclusion
- 4 Information found on social media sites is considered:
- a. Reliable
 - b. Accurate
 - c. Unreliable
 - d. Professional
- 5 Which part of an outline presents the ideas and information you found in the research?
- a. Introduction
 - b. Supporting paragraphs
 - c. Conclusion
 - d. Subject line
- 6 A digital search can include many types of sources, such as
- a. text
 - b. videos
 - c. images
 - d. all of them
- 7 The conclusion provides and explains what you learned from your research.
- a. introduction
 - b. supporting paragraphs
 - c. final thoughts
 - d. outline

Model Exam

5

1 Put (✓) or (X):

- 1 Reliable resources through the internet are not considered important in search and collect data. ()
- 2 Email is an example of asynchronous communication. ()
- 3 Students can use Edmodo platform to connect with their teachers and send school tasks. ()
- 4 You should start your digital research by planning the topic and focusing. ()
- 5 Reliable sources are those that provide information written professionally and free of spelling errors. ()
- 6 Planning helps you collect reliable and accurate information. ()
- 7 The conclusion in a report presents the report topic in detail. ()
- 8 Unreliable sources are often full of opinions, errors, and even lies. ()

2 Choose the correct answer:

- 1 Reliable sources should be written in which way?
 - a. Professional, careful
 - b. without grammar errors
 - c. Informal
 - d. both a and b
- 2 The part of your report introduces the topic you are researching.
 - a. introduction
 - b. conclusion
 - c. attachment
 - d. footnote
- 3 The provides final thoughts and explains what you learned from your research.
 - a. introduction
 - b. supporting paragraphs
 - c. conclusion
 - d. outline

- 4 What should you do when you find information before using it?
- a. Start writing immediately
 - b. Evaluate it and make sure it is reliable
 - c. Post it on social media
 - d. Mention your personal opinion only
- 5 Planning before conducting a digital search helps you make sure your information is
- a. fake
 - b. correct and reliable
 - c. long
 - d. difficult
- 6 sources are written and verified by experts and have no spelling mistakes.
- a. Reliable
 - b. Unreliable
 - c. Personal
 - d. Hacked
- 7 To conduct science experiments in a safe and fun virtual environment, you can use
- a. Vlaby
 - b. EKB
 - c. WhatsApp
 - d. Mapmaker

Answers

MODEL (1)

1 1 ✓ 2 X 3 ✓ 4 X
5 ✓ 6 X 7 X 8 ✓

2 1 c 2 b 3 b 4 a
5 b 6 c 7 c

MODEL (2)

1 1 ✓ 2 ✓ 3 ✓ 4 ✓
5 ✓ 6 ✓ 7 X 8 X

2 1 c 2 c 3 b 4 b
5 a 6 b 7 c

MODEL (3)

1 1 ✓ 2 X 3 ✓ 4 ✓
5 X 6 X 7 X 8 ✓

2 1 c 2 c 3 b 4 b
5 c 6 c 7 b

MODEL (4)

1 1 ✓ 2 ✓ 3 ✓ 4 X
5 ✓ 6 X 7 X 8 ✓

2 1 b 2 d 3 c 4 c
5 b 6 d 7 c

MODEL (5)

1 1 X 2 ✓ 3 ✓ 4 ✓
5 ✓ 6 ✓ 7 X 8 ✓

2 1 d 2 a 3 c 4 b
5 b 6 a 7 a